## **GUIDELINES FOR FILING DISSOLUTION OF MARRIAGE**

- 1) BOTH PARTIES MUST BE IN TOTAL AGREEMENT
- 2) BOTH PARTIES MUST BE PRESENT AT FINAL HEARING
- 3) PAPERWORK TO CONFORM WITH THE OHIO REVISED CODE FOUND AT THE PUBLIC LIBRARY

## YOU MAY FIND FORMS AT A BOOKSTORE OR SAMPLES OF THE FORMS AT THE LIBRARY

- 4) PAPERWORK MUST BE ON 8 1/2 X 11 PAPER
- 5) THE FOLLOWING FORMS ARE NEEDED:
  - A) PETITION FOR DISSOLUTION OF MARRIAGE
    TO INCLUDE NAMES AND ADDRESSES
    (ORIGINAL AND 2 COPIES)
  - **B) WAIVER OF SERVICE OF SUMMONS**

CAN BE A SEPARATE DOCUMENT OR FOUND IN THE BODY OF THE PETITION (ORIGINAL AND 2 COPIES)

C) SEPARATION AGREEMENT

TO BE SIGNED IN PRESENCE OF NOTARY (ORIGINAL AND 4 COPIES)

D) FINAL DECREE OF DISSOLUTION MARRIAGE

NOT TO BE SIGNED UNTIL FINAL HEARING REQUIRES BOTH PARTIES SIGNATURE AND THE JUDGE

(ORIGINAL AND 4 COPIES)

- E) AFFIDAVIT OF INCOME, EXPENSES, HEALTH
  - **INSURANCE AND FINANCIAL DISCLOSURE**

MAKE COPY OF THIS FORM WHILE BLANK SO FORM CAN BE FILLED OUT BY EACH PARTY AND SIGNED BEFORE A NOTARY (ORIGINAL AND 1 COPY)

F) CHILD SUPPORT WORKSHEET

IF THERE ARE CHILDREN AS RESULT OF MARRIAGE AMOUNT OF CHILD SUPPORT CAN BE DETERMINED THROUGH THE WORKSHEET EACH PARTY NEEDS TO FILL OUT THIS FORM AND SIGNED BEFORE A NOTARY

(ORIGINAL AND 1 COPY)

**G) SHARED PARENTING PLAN** 

THIS DOCUMENT NEEDS TO BE <u>NOTARIZED</u>. (ORIGINAL AND 4 COPIES)
IF YOU HAVE SHARED PARENTING YOU WOULD NEED THIS
DOCUMENT AND ALSO <u>SHARED PARENTING DECREE</u>.
(ORIGINAL AND 4 COPIES)

6) \$300.00 DEPOSIT REQUIRED (CASH/MONEY ORDER)

CLERK'S OFFICE IS NOT RESPONSIBLE FOR CONTENT OF PAPERWORK OR CANNOT GIVE OUT LEGAL ADVICE

<u>DEPOSIT WILL BE APPLIED TO THE COURT COSTS AFTER FINAL HEARING AND BALANCE WILL BE REFUNDED TO THE PERSON POSTING THE MONEY</u>

ANY FURTHER LEGAL ADVICE YOU WILL NEED TO CONTACT OR HIRE AN ATTORNEY TO REPRESENT YOU